

APPROVED MINUTES

Human Rights Commission

Monday, January 26, 2015

5:30 PM

McLeod Conference Room

1800 West Old Shakopee Road

I. PROCEDURAL MATTERS – 5:30 P.M.

- 1.1 Call to Order and Roll Call** Present: Whitney Batterson, Sheila Fishman, Dennis Kane, Daniela Kunkel (5:33 p.m.)
- Absent: John Doble
- Staff: Lorinda Pearson, Manager and Staff Liaison, Human Services Division
Heather Lambert, Administrative Assistant, Human Services Division
- Guests: n/a
- Chair D. Kane called the meeting to order at 5:30 p.m. A quorum was present.
- 1.2 Approval of Minutes** M/W. Batterson , S/S. Fishman unanimously carried to approve the minutes of the December 15, 2014 meeting.
- 1.3 Adoption of Agenda** M/W. Batterson, S/S. Fishman unanimously carried to approve the agenda as presented.
- 1.4 Oaths of Office** S. Fishman read and signed her Oath of Office for a term ending December 31, 2016.
- 1.5 Announcements** There were no announcements.

II. PROGRAM

- 2.1 Paperless Agenda/Packet Format - iPad Training**
- D. Kane introduced Mat Kvidera, Analyst, Information Systems Department at the City of Bloomington, who was in attendance to train Commissioners on using iPads to access Human Rights Commission packets.
- M. Kvidera explained the City of Bloomington is in the process of converting to a paperless agenda/packet format, with the use of agenda.net software. The City Council and Planning Commission went to an electronic packet format in July of 2014, with the other City Boards and Commissions following suit.
- M. Kvidera had S. Fishman and D. Kunkel complete and return the Mobile Devices Policy Acknowledgement of Receipt and Compliance form, as D. Kane and W. Batterson completed their forms at the January 6, 2015 Executive Committee meeting.
- M. Kvidera demonstrated how to connect the City-issued iPads to wifi access and how to set-up an iPad password, explained how to download and access HRC agendas, showed how to navigate through a downloaded agenda, instructed how to bookmark pages of an agenda for quick reference, displayed how to make comments (annotations) throughout a downloaded agenda, and described how to delete documents.
- As the iPads are wifi enabled, H. Lambert will send out an email to Commissioners when HRC packets are available for download. M. Kvidera

stated he will be available for questions from Commissioners on accessing HRC packets, and shared his contact information.

III. CONTINUING BUSINESS

3.1 2015 Work Plan

- Public Relations
 - District #271 Diversity Council (DDAC)
- Equality
 - Re-cap Dr. Martin Luther King Jr. Birthday Proclamations
 - Historical Quilt Exhibit
- Cultural Competence
 - Block Captains Workshop

D. Kane stated he will temporarily fill in as the HRC liaison to the District #271 Diversity Council (DDAC). Four new Commissioners should be appointed to the HRC in the near future, and one of the new members may have interest to serve on the DDAC.

D. Kane stated J. Doble accepted the Dr. Martin Luther King Jr. Day proclamation at the January 5, 2015 City Council meeting. S. Fishman reported she accepted the Dr. Martin Luther King Jr. Day proclamation at the January 12, 2015 Bloomington School Board meeting.

D. Kane stated the HRC is co-sponsoring with the Bloomington Historical Society a presentation on Underground Railroad Freedom Quilts on Sunday, February 22, 2015 from 2:00 p.m. – 3:00 p.m. at the Bloomington Old Town Hall. Pastor Deb Meyer from St. Paul's United Church of Christ in Henderson, MN will discuss research on the possibility that patterns found on quilt squares along the Underground Railroad may have been used by African American slaves to communicate information about how to escape to freedom. W. Batterson volunteered to work the HRC Booth and D. Kane signed up to assist with refreshments.

L. Pearson stated the Block Captains Workshop is taking place on Saturday, March 21, 2015 from 8:30 a.m. – noon at Bloomington Civic Plaza. The HRC will have a booth. In addition, the HRC will work with the National Alliance of Mental Illness (NAMI) to bring in a speaker for the Workshop. D. Kunkel and W. Batterson volunteered to work the HRC Booth, and D. Kane stated he is also available to assist.

IV. NEW BUSINESS

4.1 Quarterly Complaint Report

L. Pearson announced the 2014 4th quarter report was included in Commissioner packets. There were zero total inquiries for October, November and December.

V. FINAL COMMENTS

S. Fishman inquired on how many applications were turned in for the four open HRC positions. L. Pearson stated there are enough applicants to fill the positions. City Council will be interviewing Commission applicants at the end of the month, and new Commissioners should be in attendance at the February HRC regular meeting.

5.1 Additional Handouts

L. Pearson stated a tentative draft of the timeline of events for Diversity Day 2015 was included in the HRC packets. A contract is currently being drafted for the Diversity Day speaker, Kevin Kling.

VI. ADJOURNMENT

M/S. Fishman, S/D. Kunkel unanimously carried to adjourn the meeting at 6:32 p.m.